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FILE

*Approp Budget*

1 December 1965

MEMORANDUM FOR: Deputy Director for Suppo

SUBJECT : 1967 Budget Mark

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1. The Bureau of the Budget has now acted on the Agency's 1967 budget request. The line items which the Bureau has marked for reduction or elimination in your Directorate are listed at TAB A.

2. As you know, the groundrules call for an Agency response back to the Bureau within 48 hours. Therefore, would you please give this list your immediate attention, and prepare brief comments on the implications of taking such cuts. Where appropriate, you are invited to single out specific items which you would recommend for formal reclama action by the Director; these items must, of course, be accompanied by a strong supporting argument.

3. Your special attention is directed to the personnel positions which the Bureau has denied in your 1967 request. It should be remembered that the Bureau in a recent action on 1966 personnel levels disallowed some  personnel positions (Agency-wide) we had sought as an add-on in 1966. This  disallowance carries over into the Bureau's 1967 mark (both the positions and the related dollars). This fact should be taken into account in studying this problem: in other words you should be sure you are starting from the true 1966 position allocations. (Your staff has this information.)

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4. The Bureau, at Presidential direction, has also reduced travel budgets on a Government-wide basis, according to a factored formula. The Agency's over-all travel request   will be reduced by \$535,000, but the "spread" of this relatively small decrease has not yet been computed..

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5. The last part of this exercise requires an examination of the implications of the further reductions listed at TAB B. The Bureau advises that there is a possibility that in subsequent discussions between Mr. Schultze and the President further retrenchments may be called for. The Bureau has selected the items at TAB B

from your Directorate's budget as their candidates for further downward adjustment, if that becomes necessary. If after studying this aspect of the problem you determine that reductions elsewhere in your program could be accomplished more readily, then you are invited to make substitutions in the TAB B list. The implications of cuts in these new areas should, of course, also be stated.

6. I would like to meet with you or your representative on these matters at 1400 on Thursday, 2 December in the O/PPB Conference Room. Please concur in this arrangement via telephone.



John M. Clarke  
Director of Planning,  
Programming, and Budgeting

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Attachments:  
As Stated

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